

Student Quick Start Guide

LockDown Browser® and Respondus Monitor®

WHAT IS RESPONDUS LOCKDOWN BROWSER?

LockDown Browser is a locked browser for taking quizzes in Canvas. It prevents you from printing, copying, going to another URL, or accessing other applications during an assessment. If a Canvas quiz requires that LockDown Browser be used, you will not be able to take the quiz with a standard web browser.

LockDown Browser should only be used for taking Canvas quizzes. It should not be used in other areas of Canvas.

INSTALLING LOCKDOWN BROWSER

If LockDown Browser has already been installed, skip to the next section. If not, LockDown Browser must be installed to each computer (Windows or Mac) being used to take a test.

- Download the LockDown Browser software here: link.ou.edu/respondus.
- Follow the onscreen instructions to complete the install.

TAKING AN ASSESSMENT

1. Close all programs, unless one is used to connect you to the Internet.
2. Locate the "LockDown Browser" shortcut on the desktop and double-click it. (For Mac users, launch "LockDown Browser" from the Applications folder.)
3. If prompted, either close a blocked program (e.g. screen capture, instant messaging) by choosing **Yes**. Or, close LockDown Browser and close the blocked program before restarting.
4. Log into Canvas.
5. Navigate to the test within the course and select Take a Quiz.
6. The quiz will then start. (Note, once a test has been started with Respondus LockDown Browser, you cannot exit until the **Submit Answers** button is clicked.)

USING WITH A WEBCAM (Respondus Monitor)

You may be required to use LockDown Browser with a webcam, which will record you during an online, nonproctored exam. (The webcam feature is sometimes referred to as "Respondus Monitor.")

Your computer must have a functioning webcam and microphone. A broadband connection is also required.

If a quiz requires LockDown Browser **and** a webcam, follow steps 1-6 in the previous "Taking an Assessment" section. At this point the Startup Sequence for the webcam begins.

- You will first need to review and agree to the Terms of Use.
- The **Webcam Check** will confirm that your webcam and microphone are working properly.
- The remaining steps of the Startup Sequence will depend on settings chosen by your instructor. Follow the instructions and note your progress along the left side of the screen.
- If you encounter a problem, select the **It's not working** link for troubleshooting tips.

The quiz will begin after the Startup Sequence is complete. You cannot exit LockDown Browser until the quiz is submitted for grading.

PROBLEMS?

If you have problems downloading, installing, or taking an assessment with Respondus LockDown Browser, contact your instructor or your institution's help desk.